

# PERIYAR MANIAMMAI UNIVERSITY

(Under Sec.3 of UGC Act, 1956)

Periyar Nagar, Vallam Thanjavur – 613403.

## Agenda for 83<sup>rd</sup> Internal Quality Assurance Cell (IQAC) Meeting

Date: 28.06.2016

Time: 3.30 P.M.

Venue: Richard Dawkins Hall (TB – I)

### A. Actions taken on the last meeting Minutes dated: 02.06.2016

S.No.	Details of the Minutes	Action
1.	The Director /VMCQLER has been asked to complete the process for regular health checkup for all staff working in the campus at the earliest	Contacted Hospitals in Thanjavur and Trichy. They want to know exact numbers for Trichy and Thanjavur hospitals separately. Then only the rate would be finalized. Staff members willingness is sought and would be finalized shortly.
2.	Dean Research has been asked to classify the scholars registered under SHSM into scholars registered under Humanities and Scholars registered under Science so that the fee posting can be changed accordingly.	Completed the classification. 35 scholars Registered under Humanities and 43 under science and management.
3.	The MR/UQMS has been asked to prepare the timeline for converting PMU QMS manual into e- manual.	Pending by MR/UQMS.
4.	MR/UQMS has been asked to submit the stock verification completion status to the registrar before 16.06.2016.	Stock Verification for 2015-2016 completed and the report has been handed over to Registrar Office.  Ladies Hostels were found without any Stock Register and 26 line items were found shortage.
5.	The Dean Academic (i/c) has been asked to call for Deans meeting to discuss about the points raised in the 82 <sup>nd</sup> IQAC agenda and to submit the minutes to Hon'ble Vice-Chancellor.	Deans Meeting was conducted and action taken report is in <b>Annexure - A.</b>
6.	Similarly the Dean Research has been asked to call for Deans meeting to discuss about the points raised in the 82 <sup>nd</sup> IQAC agenda and to submit the minutes to Hon'ble Vice-Chancellor.	Deans Meeting was convened to discuss about interdisciplinary proposals, weekly research meeting and other research related activities. <b>Annexure -B</b>
7.	The performance appraisal of schools were reviewed and the School deans are asked to keep in track of the progress of the departments and asked to motivate the staff and students. In the Performance appraisal of SCSE, sl no 15 to 19 are found missing and IQAC coordinator informed she will take care about this in future to avoid any discomfort	School /Deans.

## **B. Performance Appraisal of Schools. (Annexure – C)**

### **C. Agenda for the Present Meeting**

#### **1. MR UQMS:**

- i. First Session of Root Cause Analysis Workshop was conducted on 11.6.2016. {Heads from Commerce, English, Aero, Physics, Civil, Maths and IT were not present}
- ii. Second Session of Root Cause Analysis is scheduled on 9th July 2016 {HoDs and Directors}
- iii. Internal Audit is scheduled on second week of July 2016 [reinforcement]
- iv. Feedback report must be accompanied with the remedial action taken by the department.

#### **2. Dean Research:**

- (i) Publication of scholars will be counted for the award of degree only if he/she is the first or second author.
- (ii) Papers published after the date of his/her first DC meeting will be considered to fulfill the norms.
- (iii) At the time of Seminar presentation, if the Supervisor or the concerned HoD feels that the research work is not up to the mark, both are empowered to suggest the scholar for Re-do the seminar presentation after fulfilling the requirements.
- (iv) The Research Supervisors of few of the H&S departments / Centres have to initiate actions for making their scholars to publish papers in referred journals which will be accepted by NAAC/NIRF. Otherwise, conducting comprehensive viva-voce will become question mark.

#### **3. Dean Academics:**

- i. Head of the Department should monitor the quality of teaching, and to check the individual faculty lesson plan.
- ii. To initiate the value added courses.
- iii. As per UGC recommendation first working day of every week (Monday 3.30 p.m to 4.30 p.m) should be allotted for the students to actively participate in the Swachhaata Diwas.
- iv. Mini project list along with guide name should be submitted in the first week of July 2016.
- v. The last hour of each day 3:45 – 5:00 PM is allotted according to the following  
**Monday:** Last Hour for Swachh Bharat except the students attending Coaching classes for supplementary exams  
**Monday – Friday** - Coaching class for supplementary exams of I, II, III and IV year  
**Tuesday – Thursday-** OE for advanced learners of III year.  
**Monday – Friday** - GATE, Placement, etc for III and IV year except those attending coaching classes for supplementary exams.
- vi. The last hour of the five days have to be adjusted in the forenoon session of the working
- vii. Saturdays. Final year may be given mini project. Afternoon hours of the Saturday may be free for the student
- viii. Faculty has to take up research activities and review of the academic activities.

#### 4. Director/CEERP:

- (i) Mr. Peer Mohamed Imran, a student of Final Year Mechanical Engineering has secured 98% in SAP Global Certification Exam conducted on 24.06.2016 at Bengaluru.

#### 5. Director/ CETAT:

- (i) Our CETAT faculty members Mr.R.Rakesh, AP/ECE and Mr. S. Ezhilarasan, AP/EEE are undergoing training in M/s Bosch Rexroth, Germany to enhance knowledge through advance training on Automation Technology from 24.06.2016 for one week.

- (ii) Awareness programme on Automation technology has been conducted by the Faculty Ms.C. Narmatha, AP/ECE, Mr. R. Rakesh, AP/ECE and Mr. A. Saravanan, Tech. Asst/CETAT to the 56 students of second year ECE department, Periyar Centenary Polytechnic College along with their two faculty members on 22.06.2016.

#### 6. Finance:

##### Fees arrears for the academic year 2015 -2016 (as on 22.06.2016)

Year	Amount in Lakhs	
	31.05.2016	22.06.2016
I Year (2015-16)	11.04	10.50
II year (2014-15)	15.55	12.25
III year (2013-14)	5.25	4.10
IV year (2012-13)	1.9	0.90
V year (2011-12)	0.22	0.15
Ph.D	8.35	3.80
Course Completed	7.05	6.55
<b>Total</b>	<b>49.36</b>	<b>38.25</b>

Hostel Fees (Amount in Lakhs )	31.05.2016	22.0.6.2016
Chakravarthi Hostel	0.6	0.00
Annai Nagammaiyar Hostel	6.64	3.38
<b>Total</b>	<b>7.24</b>	<b>3.38</b>

#### 7. Any other Points

- Energy Audit Report. (Annexure – D)

**IQAC / Coordinator**

## ANNEXURE - A

### Action Taken Report on the Minutes of Deans meeting conducted by Dean Academic (i/c)

Sl. No.	Activities Planned	Action Taken
1	Parent teachers meeting to be organized on 25.6.16 for Second, third and fourth year students. The progress report along with the PTA meeting letter should be sent to parents in the first week of June 2016.	All students progress report (except I <sup>st</sup> Year) sent to parents. II <sup>nd</sup> sem. result yet to be published.
2	Course plans are to be circulated to the students from the first day of their class itself.	Course plan completed in book format for Regulation 2015(III Sem.) Regulation 2016 ( I Sem).
3	Roaming committee by each department is to be framed by the Heads on circulation those don't have the class in the First, third and fifth hour. Deans and Heads should monitor and ensure the discipline of their school.	Roaming committee framed and monitoring will be carried out from 20.06.2016 onwards.
4	Practical record notebooks are to be distributed to the students in the first day of the practical classes. Heads should ensure and send the compliance report to the School Deans.	Practical lab records are ready for distribution to students on 20.06.2016. We have introduced three notebooks each one for assignment, test, class notes. Uniformly for all subjects and kept ready for distribution.
5	Every day attendance has to be entered by the course teacher before 5 pm in the BRAIN software. Heads should monitor and weekly attendance report to be submitted to the Dean Academic office. Weekly attendance report should be sent to Parents by SMS.	Faculty members are instructed to upload attendance every day in Brain software.
6	Second and fourth Saturday formative assessment review will be conducted by the concerned school Dean .The formative assessment marks to be posted in notice board after verification by the School Deans and a copy to be submitted to Dean Academic Office.	It will be followed from 20.06.16 onwards.
7	Academic activity calendar to be prepared by each department considering the following on or before 10.6.2016. Department should adhere to the academic calendar. Any deviation may properly be approved by the competent authority. <ul style="list-style-type: none"><li>• Guest lectures,</li><li>• Industrial visits/Local visits</li><li>• Seminars/symposium/Conference/Workshop</li><li>• Value added courses</li><li>• Coaching classes for supplementary /current</li><li>• Makeup classes for genuine cases (sports/NSS/NCC/Medical)</li></ul>	Academic activity calendar collected from departments. It will be complied school wise.

Sl. No.	Activities Planned	Action Taken
8	Details of the Advanced learners those who are willing to take up one additional course in each 5 <sup>th</sup> , 6 <sup>th</sup> and 7 <sup>th</sup> semesters to be submitted to Dean Academics Office on or before 23.6.2016.	List of Advanced learners collected (Total No:125) Guidelines were framed. Available in Periyar net & notice board.
9	Open elective as already circulated, Presentation will be held on 20.6.2016. Registration forms duly filled by the students should reach the Dean Academics Office on or before 23.6.2016.	O.E presentation is on 20,06,2016. Guidelines list of electives PPTS and Registration form uploaded in Intranet
10	Faculty recharge programme conducted from 17.5.2016 to 22.5.2016 as per planned by each department. Report on FRP completed and submitted to UQMS.	FDP conducted report copy communicated to UQMS office.

## ANNEXURE B

### **Action taken points for Item No 6 of 82<sup>nd</sup> IQAC Meeting:**

#### **Dean /Research:**

1. Interdisciplinary proposals to be developed with other institutions.
2. Departments to identify atleast one faculty to concentrate more on research by reducing their academic loads.
3. Weekly research meetings to be arranged by the heads along with the concerned Deans.
4. The Deans to finalize and inform the venue, date and time of Department Research meeting (5-6 pm) on regular basis.

#### **Dean Academic:**

To identify a group of interested people and plan to have discussion weekly one hour.

Interdisciplinary group can be formed to motivate proposal submission.

#### **Dean SET:**

1. The call for proposals are already received by the Departments. Formulate groups according to specialisation and interest of the faculty.
2. The groups can be called at intervals to submit the progress of their writing and review every week.
3. Target number can be fixed for submission of proposals for every department

**Dean SAP:**

1. Combined project proposal with Civil engineering and Centre for Climate Change is to be concentrated on. The faculty members who are already pursuing research are asked to work on this.
2. More concentration for receiving grants to organize workshops and seminars has been initiated.

**Dean SHSM:**

1. Funding Bodies – Focal Areas of Research – Study of the already funded projects.
2. Collaborative projects with other research Institutes like CECRI etc.
3. Inter departmental projects.
4. Focus Areas like Energy, Environment etc.

**Dean SCSE:** No points and suggestions

## ANNEXURE - C

### Monthly Performance of Departments - School Wise Architecture – (May 2016)

1.	Ongoing research projects in this month.	Nil
2.	Completed research projects in this quarter. (Funded by National / International Agencies).	Nil
3.	Coordinated/Collaborative Projects (National and International) in this month.	Nil
4.	National recognitions for faculty for Teaching / Research/Consultancy / Extension (by reputed / recognized bodies) in this month.	1 Dr.Jayasudha visited School of Architecture at Reva University, Bengaluru, on 02/06/2016 and 03/06/2016 as an expert member from COA, New Delhi.
5.	No. of Patents filed in this month.	Nil
6.	M.Phil. & Ph.D. completed in this month.	Nil
7.	Revenue generated from consultancy in this month.	Rs. 35,000/- (Through NATA examinations conducted for 175 students at PMU)
8.	Number of MoUs with International recognized bodies in this month.	Nil
9.	Total number of publications of the University in this month.	Nil
10.	No. of National / International conferences / workshops organized in this month.	Nil
11.	Student passed NET/SLET/GATE/GMAT/ CAT/ GRE/ TOEFL, Civil Services etc. in this month.	NA
12.	Outstanding Achievements / Recognition by faculty / alumni in this month.	Nil
13.	Outstanding performance of students in sports / cultural activities in the month.	<ul style="list-style-type: none"><li>• 20 Students have participated in wall mural painting in Periyar Matriculation School at Trichy.</li><li>• 11 students have participated in 'Inter Architecture Schools Cricket Match' and ' Sand Sculpture Competition' conducted at RVS school of Architecture Trichy on 18.06.2016 &amp; 19.06.2016.</li><li>• Ms.Pradeepa and Ms.Sherin had gone for 15 days internship programme on sustainable construction at Auroville, Pondicherry.</li><li>• Ms.Archana harith and Ms.Dharani devi have attended the NASA pre convention meeting at</li></ul>

		Jaipur from 20.06.16 to 24.06.16.
14.	Percentage of faculty availing international fellowship for advance studies in this month.	Nil
15.	Average student's placement percentage in this month.	Nil
16.	Donations received for institution of Chairs, endowments, seminars, and lecture series in Crores of INR in the month and in the last 5 years.	Nil
17.	Contribution of Alumni / parents in the month and also in the (last 5 years) for development of University in Lakhs.	Nil
18.	Number of programmes attended / organized for professional development of staff in this month.	Nil
19.	Projection of successful innovative practices in this month.	



**School of Engineering and Technology (SET)**

S.No	Parameters	Aero	Bio	Che	Civil	ECE	EEE	Mech
1	Ongoing research projects in this month.	-	-	-	-	-	-	-
2	Completed research projects in this quarter. (Funded by National / International Agencies).	-	-	-	-	-	-	-
3	Coordinated/Collaborative Projects (National and International) in this month.	-	-	-	-	-	-	-
4	National recognitions for faculty for Teaching / Research/Consultancy / Extension (by reputed / recognized bodies) in this month.	-	-	-	-	-	-	1. Dr.D.Jeyasimman, Asso. Prof. and Head completed "IUCEE International Engineering Educator Certification Program" on 26 <sup>th</sup> of May, 2016, at BMS College of Engineering, Bangalore. 2. Dr.D.Jeyasimman, Asso. Prof. and Head reviewed one article in Elsevier journal- Alexandria Engineering Journal.
5	No. of Patents filed in this month.	-	-	-	-	-	-	-
6	M.Phil. & Ph.D. completed in this month.	-	-	-	-	-	-	-
7	Revenue generated from consultancy in this month.	-	-	-	Projects-20 Income- Rs.72,900	-	-	-
8	Number of MoUs with International recognized bodies in this month.	-	-	-	-	-	-	-
9	Total number of publications of the University in this month.	-	-	1	1 Mr.C.Sankar's paper accepted in IOSR Journal of Mechanical and Civil Engineering (IOSR-JMCE) with	1	-	Dr.D.Jeyasimman Asso. Prof. and Head Effect of coarse grain content on microstructure, cold workability and strain hardening behavior of trimodaled AA 6061 nanocomposites reinforced with multi-walled carbon

					<b>Impact Factor - 1.753</b>			nanotubes" has been accepted for publication in Advanced Powder Technology-Elsevier Journal.
10	No. of National / International conferences / workshops organized in this month.		-	-	-	-	-	-
11	Student passed NET/SLET/GATE/GMAT/ CAT/ GRE/ TOEFL, Civil Services etc. in this month.	-		-	-	-	-	-
12	Outstanding Achievements / Recognition by faculty / alumni in this month.	-	-	-	-	-	-	Dr.D.Jeyasimman Asso.Prof.and Head, have passed the online examination conducted by Microsoft and have received certification from Microsoft as "Microsoft certified Educator" at BMS College of Engineering, Bangalore held on 25 <sup>th</sup> May 2016.
13	Outstanding performance of students in sports / cultural activities in the month.	-	-	-	-	-	-	-
14	Percentage of faculty availing international fellowship for advance studies in this month.	-	-	-	-	-	-	-
15	Average student's placement percentage in this month.	-	-	-	-	-	-	-
16	Donations received for institution of Chairs, endowments, seminars, and lecture series in Crores of INR in the month and in the last 5 years.	-	-	-	-	-	-	-
17	Contribution of Alumni / parents in the month and also in the (last 5 years) for development of University in Lakhs.	-	-	-	-	-	-	-
18	Number of programmes attended / organized for professional development of	-	-	1/1	-	Attended: workshop	-	A Faculty Recharge Program- "Design and Manufacturing" was

	staff in this month.					- 1 National Seminar - 1		organized by Mechanical Engineering from 16/05/2016 to 23/05/2016 at PMU. All faculty members were actively participated.
19	Projection of successful innovative practices in this month.	-	-	-	-	-	-	-

### School of Computing Sciences and Engineering (SCSE)

S.NO.	PARAMETERS	CSE	IT	MCA	M.SC	MATHS
1.	Ongoing research projects in this month.	-	-	-	-	-
2.	Completed research projects in this quarter. (Funded by National / International Agencies).	-	-	-	-	-
3.	Coordinated/Collaborative Projects (National and International) in this month.	-	-	-	-	-
4.	National recognitions for faculty for Teaching / Research/Consultancy / Extension (by reputed / recognized bodies) in this month.	-	-	-	-	-
5.	No. of Patents filed in this month.	-	-	-	-	-
6.	M.Phil. & Ph.D. completed in this month.	-	-	-	-	-
7.	Revenue generated from consultancy in this month.	-	-	-	-	-
8.	Number of MoUs with International recognized bodies in this month.	-	-	-	-	-
9.	Total number of publications of the University in this month.	-	-	-	1	-
10.	No. of National / International conferences /	-	-	-	-	-

	workshops organized in this month.					
11.	Student passed NET/SLET/GATE/GMAT/CAT/ GRE/ TOEFL, Civil Services etc. in this month.	-	-	-	-	-
12.	Outstanding Achievements / Recognition by faculty / alumni in this month.	-	-	-	-	-
13.	Outstanding performance of students in sports / cultural activities in the month.	-			-	-
14.	Percentage of faculty availing international fellowship for advance studies in this month.	-	-	-	-	-
15.	Average student's placement percentage in this month.	-			-	-
16.	Donations received for institution of Chairs, endowments, seminars, and lecture series in Crores of INR in the month and in the last 5 years.	-	-	-	-	-
17.	Contribution of Alumni / parents in the month and also in the (last 5 years) for development of University in Lakhs.	-	-	-	-	NA
18.	Number of programmes attended / organized for professional development of staff in this month.	Attended Workshop 1: 2 Faculty Mr. D.Selvam, AP/CSE and Mr.P.Sunil Kumar, AP/CSE attended one week TEQIP II Sponsored Workshop on Introduction to Cryptology from 30.5.2016 to 4.6.2016 organized by	Attended Programme -1 Attended staff -10	Attended:1 Number of Faculty : 9 Workshop on Course Plan for Outcome Based Education  Date: 15.06.2016	FDP Organized :1 FDP attended : 10 Faculties	Attended 1 by 6 Paper presented 1 by 2

		the Department of Computer Science and Engineering, National Institute of Technology, Tiruchirappalli					
19.	Projection of successful innovative practices in this month.	-	-	-	-	-	-

### School of Humanities, Sciences and Management

S. No.	Parameters	Chemistry	Physics	English	Education	Library	Management	Commerce	Phy.Edu
1	Ongoing research projects in this Month	-	-	-	-	-	-	-	-
2	Completed research projects in this Month. (Funded by National / International Agencies)	-	-	-	-	-	-	-	-
3	Coordinated/Collaborative Projects (National and International) in this quarter.	-	-	-	-	-	-	-	-
4	National recognitions for faculty for Teaching /Research/Consultancy / Extension (by reputed / recognized bodies) in this Month.	-	-	-	-	-	-	-	-
5	No. of Patents filed in this Month.	-	-	-	-	-	-	-	-
6	M.Phil. & Ph.D. completed in this Month.	-	-	-	-	-	-	-	-
7	Revenue generated from consultancy in this quarter.	-	-	-	-	-	-	-	-
8	Number of MoUs with International recognized bodies in this Month	-	-	-	-	-	-	-	-
9	Total number of publications of the University in this Month	-	-	-	-	-	-	-	-

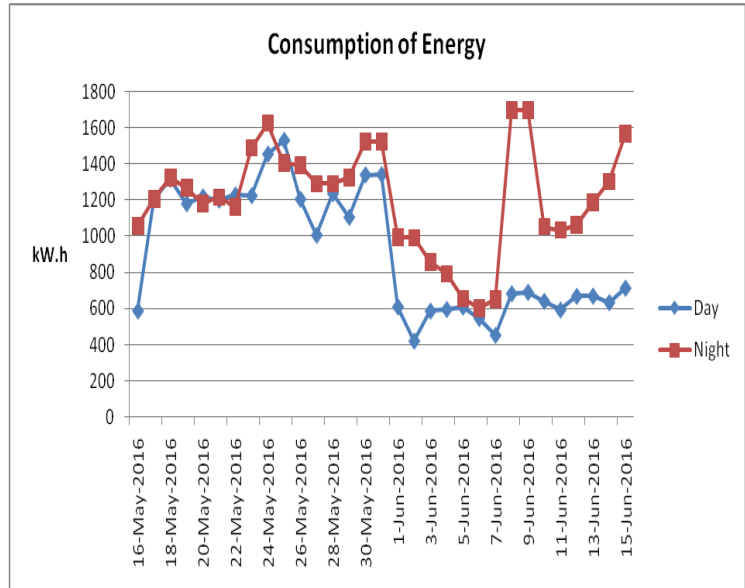
10	No. of National / International conferences / workshops organized in this Month.	1 Guest Lecture organized	-	-	-	1 National Seminar	-	-	-
11	Student passed NET/SLET/GATE/GMAT/ CAT/ GRE/ TOEFL, Civil Services etc. in this Month.	-	-	-	-	-	-	-	-
12	Outstanding Achievements / Recognition by faculty / alumni in this Month.	-	-	-	-	Published one peer – reviewed journal article	-	-	-
13	Outstanding performance of students in sports / cultural activities in the Month	-	-	-	-	-	-	-	-
14	Percentage of faculty availing international fellowship for advance studies in this Month.	-	-	-	-	-	-	-	-
15	Average students placement percentage in this Month.	-	-	-	-	-	-	-	-
16	Donations received for institution of Chairs, endowments, seminars, and lecture series in Crores of INR in the quarter and in the last 5 years.	-	-	-	-	-	-	-	-
17	Contribution of Alumni / parents in the quarter and also in the (last 5 years) for development of University in Lakhs.	-	-	-	-	-	-	-	-
18	Number of programmes attended / organized for professional development of staff in this month.	Attended 1	Attended - 2	Attended - 1	Attended 3	Attended - 1	Attended - 1	-	Organised- 1 International Yoga Day
19	Projection of successful innovative practices in this Month.	Paperless e-logbook	1 OBE course plan training	-	-	-	-	-	-
20	Others	-	-	1 Online MOOC Course	-	Staff Birthday Gift - 53 Books	-	-	-

## ANNEXURE – D

### Department of Electrical and Electronics Engineering Energy Audit Report - (May & June - 2016)

#### Energy Consumption

Date	Day Cons.	Night Cons.
	In kW.h	In kW.h
16-May-2016	587	1057
17-May-2016	1202	1206
18-May-2016	1316	1322
19-May-2016	1180	1269
20-May-2016	1218	1179
21-May-2016	1200	1215
22-May-2016	1229	1163
23-May-2016	1225	1488
24-May-2016	1455	1624
25-May-2016	1531	1406
26-May-2016	1205	1390
27-May-2016	1006	1290
28-May-2016	1236	1290
29-May-2016	1105	1325
30-May-2016	1340	1524
31-May-2016	1341	1524
1-Jun-2016	609	992
2-Jun-2016	420	990
3-Jun-2016	586	856
4-Jun-2016	595	792
5-Jun-2016	609	654
6-Jun-2016	546	600
7-Jun-2016	452	652
8-Jun-2016	682	1698
9-Jun-2016	690	1698
10-Jun-2016	640	1052
11-Jun-2016	592	1033
12-Jun-2016	668	1062
13-Jun-2016	669	1186
14-Jun-2016	633	1302
15-Jun-2016	713	1565
<b>Total</b>	<b>28480</b>	<b>37404</b>
<b>Net</b>	<b>65884</b>	



**Comparison of Energy Consumption - May & June**

Month	Consumption in kW.h
Apr - May	82,251
May - Jun	65,884

